

Message

From: Gordon, Marian [gordon.marian@epa.gov]
Sent: 4/19/2017 5:07:09 PM
To: j@blackhillsreporting.com
Subject: Request For Quote, PURCHASE ORDER NUMBER EP-17-8-000006, Acquisition of the Services of a Registered Professional Reporter
Attachments: EPA Statement of Work Dewey-Burdock Hearing Reporter.pdf; PURCHASE ORDER PRICE SCHEDULE.pdf
Flag: Follow up

Good Day,

Please acknowledge receipt of this email. As discussed over the phone, your firm is being requested to provide a quote in response to the attached draft Statement of Work (SOW). Please complete the attached purchase order price schedule (to include proposed hourly rate for professional reporter for not-to-exceed travel costs) and indicate if you have any recommended changes or take exception to any terms and conditions as indicated in the SOW. It is anticipated that this purchase order will be FIRM FIXED PRICE. Please provide your quote as soon as possible, but not later than **12:00 p.m., Thursday, April 20, 2017.**

Sincerely,

Marian Gordon
Contracting Officer
Office of Technical and Management Services
Acquisitions Management Unit
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